

DPW
Ms. Anderson (287-4058)
7 February 2005

IMSW-HOD-PWH

SUBJECT: Retention of On-Post Housing Fact Sheet

PURPOSE: To provide information on obtaining authorization for retention of on-post housing.

FACTS:

1. All requests will be submitted to the Housing Office, Building 18010, in duplicate with supporting documents attached. All retentions are reviewed to ensure accuracy prior to recommendation of approval or disapproval.
2. Deferred Travel. When a soldier is reassigned from CONUS to OCONUS where family members are authorized and deferred family travel is approved, qualifying families may be allowed to remain in housing up to 140 days after the sponsor departs. Requests for deferred travel must be supported by orders, any amendments, and or deferred travel approval from higher headquarters (1st PERSCOM).
3. Unaccompanied Tours.
 - a. Family members of active duty members may retain on-post housing until the sponsor completes the normal dependent restricted tour. Retention requests will be supported by orders stating dependent travel is restricted. If a soldier voluntarily extends his unaccompanied tour, the family will have to vacate quarters within 30 days of the established termination date (normally 13 months). If the soldier is involuntarily extended, termination suspense date may be extended upon verification by soldier's overseas command.
 - b. Retention for single parents may be approved provided a legal guardian has been appointed in writing. Authority to occupy on-post housing will be extended to the legal guardian only when both husband and wife are soldiers. Retention is authorized for the spouse with or without dependents during the restricted tour.
 - c. Retention of on-post housing is authorized for family members of soldiers being reassigned to overseas areas where dependent travel is restricted due to nonavailability of medical support. The soldier must be enrolled in the Exceptional Family Member Program (EFMP).
4. Deployment:
 - a. Family members of deployed sponsors will be allowed to retain their housing for the duration of sponsor's deployment.

b. Family members of deceased military sponsors, who die in the line of duty and reside in privatized housing, may remain in their housing without charge, for a period of 90 days after the sponsor's death. Request for retention by the family members beyond the 90-day limit will be determined on a case-by-case basis. If the request is approved, an amount equal to the sponsor's housing allowance will be charged without exception.

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c. Family members of deceased military sponsors, who die in the line of duty and reside in government controlled housing (Liberty Village), may remain in their housing without charge, for a period of 180 days after the sponsor's death. Request for retention by the family members beyond the 180-day limit will be determined on a case-by-case basis. If the request is approved, an amount equal to the sponsor's housing allowance will be charged without exception.

5. "Other" reasons. Request for retention of on-post housing for TDY enroute to new duty station, PCS to schools or medical facilities, and end of school semester/year must be supported by all orders and amendments.

a. Soldiers on terminal leave may retain on-post housing during the terminal leave period up to 7 days prior to retirement date. Retention beyond soldier's retirement from active duty will not be approved.

b. Retention through the end of the school semester/year will only be approved if soldier is reassigned to a CONUS installation. Semester cutoff dates are determined by the Killeen Independent School district. Retention approval applies only to school age children.

6. Retention of on-post housing for voluntary or involuntary separation cannot be granted due to the extended waiting period experienced by soldiers assigned to this installation. However, in extreme hardship cases (i.e., medical condition) a request may be submitted for a period not to exceed 30 days. If request is approved, rent equal to the sponsor's previous housing allowance will be charged without exception.

7. Visit our website at www.dpw.hood.army.mil for more information on housing services and policies.

(Original Signed)

AUTHENTICATION: CAROL J. ANDERSON

DATE: 7 February 2005